



# Fire Rock Navajo Casino Employment Application

## PERSONAL INFORMATION

NAME: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
LAST FIRST M.I.

Home Phone: \_\_\_\_\_ Contact Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street (P.O. Box) City State Zip

Physical Address: \_\_\_\_\_  
(If different from Mailing Address) Street (P.O. Box) City State Zip

## POSITION DESIRED

How did you hear about us/referred by: \_\_\_\_\_

Are you at least 21 years of age?  YES  NO

If hired, can you present evidence of proof of your legal right to work in the United States?  YES  NO

Position applied for? (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

Have you ever been employed with The Navajo Nation Gaming Enterprise?  YES  NO If yes, please list below.

If yes, the position held in what department: \_\_\_\_\_ Year? \_\_\_\_\_

Do you have relatives working at Navajo Nation Gaming Enterprise or Fire Rock Navajo Casino?  YES  NO

If yes, please list below.

Name(s): \_\_\_\_\_ Relationship(s): \_\_\_\_\_ Department(s): \_\_\_\_\_

Have you ever been convicted of a crime other than a minor traffic violation?  YES  NO

If yes, list date, charge and disposition: \_\_\_\_\_  
(Conviction will not automatically disqualify the applicant from employment)

Have you ever had a Gaming license issued through another gaming facility?  YES  NO If yes: State \_\_\_\_\_ Year \_\_\_\_\_

Have you ever been denied a Gaming License?  YES  NO If yes: State \_\_\_\_\_ Year \_\_\_\_\_

Have you ever had a Gaming license revoked?  YES  NO If yes: State \_\_\_\_\_ Year \_\_\_\_\_

Are you able to work in a smoke-filled environment?  YES  NO

Do you have reliable transportation?  YES  NO

What days and hours are you available to work? \_\_\_\_\_

## TRIBAL EMPLOYMENT RIGHTS ORDINANCE

Navajo Nation Gaming Enterprise applies the policy of "Navajo Preference" when filling vacancies. Primary consideration (I) under the Navajo Preference Policy shall be given to qualified applicants who are enrolled members of the Navajo Tribe. Considerations (II) shall be given to the spouse and children of enrolled members of the Tribe; Consideration (III) Other Indian people enrolled in other federally recognized tribes; Consideration (IV) All other applicants.

Are you a Navajo Tribal member?  YES  NO Tribal enrollment number: \_\_\_\_\_

Chapter House Affiliation: \_\_\_\_\_ Agency: \_\_\_\_\_

Are you a spouse or child of a Navajo Tribal Member?  YES  NO How are you related? \_\_\_\_\_

Are you a member of another tribe?  YES  NO If so, which Tribe? \_\_\_\_\_ Tribal enrollment number: \_\_\_\_\_

## EMPLOYMENT HISTORY

List your entire work experience BEGINNING WITH YOUR PRESENT OR LAST JOB for the last 10 years or since your 18<sup>th</sup> birthday. Show promotions as separate jobs. Please include prior military service. If you need additional space, please supply all requested information on a separate sheet and attach to this application

Employer's Name and Mailing Address	Employment Date: Start Date: End Date:
Job Title and Description of Duties:	Supervisor's Name:  Phone:
Reason for Leaving	Ending Salary:

Employer's Name and Mailing Address	Employment Date: Start Date: End Date:
Job Title and Description of Duties:	Supervisor's Name:  Phone:
Reason for Leaving	Ending Salary:

Employer's Name and Mailing Address	Employment Date: Start Date: End Date:
Job Title and Description of Duties:	Supervisor's Name:  Phone:
Reason for Leaving	Ending Salary:

Employer's Name and Mailing Address	Employment Date: Start Date: End Date:
Job Title and Description of Duties:	Supervisor's Name:  Phone:
Reason for Leaving	Ending Salary:

Employer's Name and Mailing Address	Employment Date: Start Date: End Date:
Job Title and Description of Duties:	Supervisor's Name:  Phone:
Reason for Leaving	Ending Salary:

Please explain any discharges or unfavorable separations of employment: (Include name of employer and reason for separation)

## REFERENCES

Provide five **PERSONAL** references that can provide information regarding your work experience **(no relatives please)**.

NAME	OCCUPATION	RELATIONSHIP	EMAIL ADDRESS	PHONE	YEARS KNOWN

## EDUCATION

	School Name and Address	Years Completed	Year Graduated
High School		9 10 11 12	
College		3 4	
Technical		3 4	
Other			
LIST ANY SPECIAL SKILLS OR TRAINING THAT WOULD BENEFIT YOU IN THE POSITION YOU HAVE APPLIED FOR:			

## MILITARY HISTORY

Have you ever served in the Armed Forces?  YES  NO      Branch: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ Date of Service: From \_\_\_\_\_ To \_\_\_\_\_

## ADDITIONAL INFORMATION

List any other language(s) and check your skill level:

Language: \_\_\_\_\_ Read \_\_\_\_\_ Write \_\_\_\_\_ Speak \_\_\_\_\_

List any License/Certificates you have which may help you to qualify for the position for which you are applying. Include driver's license, typing, steno, software, professional registration, and gaming licenses, etc.

Title	State	Number	Date Issued	Date Expires

PERSONAL AND CONFIDENTIAL EMPLOYMENT APPLICATION

Navajo Nation Gaming Enterprise does not discriminate on the basis of Race, Religion, Color, Age, Sex, Disability, Veteran Status, Marital Status, National Origin, or any other reason prohibited by law.

- 1. **You will be required to successfully pass a drug test as a condition of employment.**
- 2. **Background clearance is a necessary condition of employment and continued employment.**
- 3. **You will be required to present documents to verify your employment eligibility as a condition of employment.**
- 4. **Obtaining and maintaining a license with the Navajo Gaming Regulatory Office is a condition of employment.**

**TO BE CONSIDERED FOR EMPLOYMENT, YOU MUST READ, SIGN, AND DATE THIS SECTION OF THE APPLICATION.**

CERTIFICATION

**Please read carefully.**

I hereby authorize the release of any employment data relevant to the consideration of my employment with Navajo Nation Gaming Enterprise for the purpose of an employment investigation. I authorize a thorough investigation of my past employment, activities, and background and agree to cooperate in such investigation, and release from all liability or responsibility all persons, entities, and corporation requesting or supplying such information. This investigation may also include a determination regarding whether I have a criminal record.

**I agree that I may be required to submit my hair, blood, or urine for testing at Navajo Nation Gaming Enterprise’s expense at any time after a conditional offer of employment or during my employment with Navajo Nation Gaming Enterprise to determine if I am drug and alcohol free.** I also agree to submit to any such testing that may be required as a condition of employment and understand that refusal to promptly submit and cooperate with such testing prior to or during the course of my employment will result in disqualification from consideration for employment or, if hired, termination, and I hereby waive any and all claims for damage resulting from such testing.

I fully understand that if I am hired, any misrepresentation or omission on this application or any other Navajo Nation Gaming Enterprise record will result in termination, regardless of the date of discovery. I acknowledge that employment is also subject to a satisfactory review of my references.

Neither this application nor any statement made to me during the hiring process or thereafter shall be considered a contract of employment of any kind. Where such a contract is intended, I understand that it will be separately entered into and signed by the General Manager of the Navajo Nation Gaming Enterprise. Absent such contract, I understand that, if hired, my employment will be terminable at will, with or without cause, and with or without notice, that I am not being employed for any specified or definite period of time, and that this application is not and is not intended to be a contract, offer, statement, or confirmation of or for continued employment. I also understand that statements contained in policies, procedures, practices, handbooks, and other Navajo Nation Gaming Enterprise material do not create any guarantee of employment, nor are they a statement of, or confirmation of any guaranteed terms or conditions of employment. The Navajo Nation Gaming Enterprise can modify, amend, or terminate any of its policies and benefits, both as to active and retired team members.

I hereby release Navajo Nation Gaming Enterprise and its affiliates from any liability for any damage whatsoever as a result of any investigation, criminal records check, inquiry, or investigative report made by or to Navajo Nation Gaming Enterprise, its representatives or designees. I hereby authorize any person, company, firm, association, Human Resources office, former employer, or law enforcement agency to furnish information concerning me, including but not limited to my character, general reputation, my personal characteristics, my education, my prior employment, my performance, my references, any criminal conviction record, any motor vehicle record, and any other relevant record, and I hereby release them from any liability or damage whatsoever for issuing such information.

I understand and hereby agree that any person authorized by Navajo Nation Gaming Enterprise may at any time request search my person and/or any purse, bag, briefcase, or package in my possession or any locker assigned to me on Navajo Nation Gaming Enterprise property. I understand that if I refuse to promptly submit to such a search I may be terminated and I waive any and all claims for damage resulting from such search or termination.

**I understand and hereby agree that, if hired, any subsequent failure to meet the employment or license requirements established by any agency, commission, or entity will also result in dismissal, regardless of the date of discovery.**

**I declare under penalty of perjury that all statements made in this application are true and correct.**

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Please disclose the following information for pre-employment/reference check:**

**Social Security number:** \_\_\_\_\_ **Date of birth:** \_\_\_\_\_